



## Community Development Department

Director: Lauren Prentice

310 W. Poplar Street, Suite 200 | Walla Walla, WA 99362

Submit to: [planning@co.walla-walla.wa.us](mailto:planning@co.walla-walla.wa.us) 509-524-2610

[https://www.co.walla-walla.wa.us/residents/community\\_development/index.php](https://www.co.walla-walla.wa.us/residents/community_development/index.php)

## COMPREHENSIVE PLAN AMENDMENT APPLICATION

Application deadline: April 1, 2024 at 5:00 pm

### NOTES FOR 2024:

Rezoning that do not correspond with proposed Land Use Plan map amendments will not be considered as Comprehensive Plan Amendment applications but will be considered a development regulation amendment subject to applicable requirements of Walla Walla County Code Title 14.

Prior to application submittal you are strongly encouraged to schedule a preapplication meeting via Cisco Webex, which is an opportunity to meet with staff to informally discuss the proposal, application requirements, fees, the review process and schedule, and applicable development standards, plans, policies, and laws.

If you are submitting more than one amendment request, fill out a separate application for each request.

### Applicant

Name: \_\_\_\_\_

Mailing address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### Applicant's Representative (optional)

Name: \_\_\_\_\_

Mailing address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**\*Note: Signatures from the applicant and each property owner required on Page 4 per WWCC 14.10.040.**

### Type of Proposed Amendments

Type of proposed amendment (circle one):      Text                      Policy                      Map

Is this application accompanied by application(s) for development regulations amendments (rezone or zoning code text amendment) necessary to implement the proposed Comprehensive Plan amendment (circle one)? Yes or No

<b>Text and Policy Amendments</b>	
Brief description of the proposed text or policy amendments  <i>* detailed statement will be required – see the Submittal Checklist on Page 4.</i>	
Comprehensive Plan page(s) that would be affected.	

<b>Map Amendments</b>					
Site address and/or general description of the area					
12-digit Assessor's Parcel Numbers (site-specific amendments only)	<table border="1"> <tr> <td>____ - ____ - ____ - ____ - ____</td> <td>____ - ____ - ____ - ____ - ____</td> </tr> <tr> <td>____ - ____ - ____ - ____ - ____</td> <td>____ - ____ - ____ - ____ - ____</td> </tr> </table>	____ - ____ - ____ - ____ - ____	____ - ____ - ____ - ____ - ____	____ - ____ - ____ - ____ - ____	____ - ____ - ____ - ____ - ____
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____ - ____ - ____ - ____ - ____	____ - ____ - ____ - ____ - ____				
Size of the of the property/area that would be affected					
Current Land Use Designation					
Proposed Land Use Designation					
Current Zoning					
Proposed Zoning <i>*rezone application will also be required.</i>					
Is the subject property within an Urban Growth Area (UGA)? <input type="checkbox"/> Yes <input type="checkbox"/> No  If yes, specify which UGA: <input type="checkbox"/> Walla Walla <input type="checkbox"/> College Place <input type="checkbox"/> Waitsburg <input type="checkbox"/> Prescott <input type="checkbox"/> Burbank <input type="checkbox"/> Attalia (Industrial only)					

**Property Owner Information** (site specific map amendments only)

Name: \_\_\_\_\_

Mailing address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Name: \_\_\_\_\_

Mailing address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Name: \_\_\_\_\_

Mailing address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Name: \_\_\_\_\_

Mailing address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**The signature of each applicant or the applicant's representative, and *each* property owner if different than the applicant(s), is required.**

**By signing, (we) (I) certify that the information furnished within this application, including all submittals and attachments, is true and correct to the best of (my) (our) knowledge.**

_____	/_____	/_____	<input type="checkbox"/> Owner
Printed Name	Signature	Date	<input type="checkbox"/> Applicant

_____	/_____	/_____	<input type="checkbox"/> Owner
Printed Name	Signature	Date	<input type="checkbox"/> Applicant

_____	/_____	/_____	<input type="checkbox"/> Owner
Printed Name	Signature	Date	<input type="checkbox"/> Applicant

_____	/_____	/_____	<input type="checkbox"/> Owner
Printed Name	Signature	Date	<input type="checkbox"/> Applicant

## COMPLETE SUBMITTAL CHECKLIST

Application Deadline: April 1, 2024 at 5:00 pm

The following must be submitted with this completed form for the application to be complete. Applications that are incomplete (i.e., that do not include all the information required below) will not be accepted.

- An electronic copy (send via email to [planning@co.walla-walla.wa.us](mailto:planning@co.walla-walla.wa.us))**
- Application fee: \$12,000, plus 3% technology fee, \$12,360** payable to Walla Walla County  
*(If the application is not placed on the final docket, \$8,000 will be refunded.)*
- [SEPA Environmental Checklist](#)** (only **Section A:** Background, **Section C:** Signature and **Section D:** Supplemental Sheet for Non-project Actions must be completed)
- SEPA Review fee: \$1,900, plus 3% technology fee, \$1,957**, payable to Walla Walla County.
- Exhibit A:** detailed written summary of proposed amendments. Must be labeled as “Exhibit A” and attached to application form.

**Additional Requirements for Map Amendments - attach and label as follows**

- Exhibit B:** an explanation of how the proposal meets the criteria in the following sections of the Walla Walla County Code. The written statement must address each of these criteria and should specifically respond to each item in these sections. A MS Word document with these criteria is available online.
  - [WWCC 14.10.015](#)
  - [WWCC 14.10.060D.3 \(perceived need, urgency, and appropriateness\)](#)
  - [WWCC 14.10.070B.3.](#)
  - [Section 14.10.070B.4](#) – site specific map amendments only
  - [Section 14.10.070B.5](#) – Urban Growth Area amendments only
- Exhibit C:** vicinity map depicting the location of the property. Must be dated and signed by the applicant.
- Exhibit D:** legal description and notarized signature of one or more property owners.

**Additional Requirements for Text or Policy Amendments - attach and label as follows**

- Exhibit B:** an explanation of how the proposal meets the criteria in the following sections of the Walla Walla County Code. The written statement must address each of these criteria and should specifically respond to each item in these sections. A MS Word document with these criteria is available online.
  - [WWCC 14.10.015](#)
  - [WWCC 14.10.060D.3 \(perceived need, urgency, and appropriateness\)](#)
  - [WWCC 14.10.070B.3](#)
  - [Section 14.10.070B.5.a](#) – Urban Growth Area amendments only

**I hereby state that the checked items are included in my application packet. I understand that errors or omissions may result in delay of application review. If all items are not submitted together, in a complete application packet, by April 1, 2024, the application will not be considered in 2024.**

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_